

Rental Assistance Grant Guidelines:

The Rental Assistance Grant Program: is designed to provide rental payment assistance during a crisis period of a child's illness or injury. The following guidelines must be reviewed before submitting an application. Guidelines are subject to change and grants are subject to available funds.

1. Families with a child 21 years old or younger, or with a dependent adult child between the ages of 21 and 26, who is critically or chronically ill or seriously injured, as certified by medical or hospital personnel authorized by Towne Mortgage Company, are eligible.
2. The parent or legal guardian must hold be the tenant/lessee on the rental / leasing agreement where the child resides.
3. The child must have been subject to at least seven days of inpatient hospital care or at least fourteen days of documented full-time home care.
4. Family must provide evidence of financial hardship, such as documentation of income and debt. Towne Mortgage Company will review such evidence/documentation and make the determination of financial hardship in its discretion.
5. No family may receive more than one grant in any given 12-month period, and first-time applications will receive priority if grant funds are limited. Utilities will be covered only to the extent they are included in the scheduled rent and in accordance with the rental/leasing agreement.
6. The applicant's rent must be no more than 90 days past due. Grants will be reimbursing applicants for previous, not current, rent payments. All applications must include evidence of payment of a previous month's rent, including a cancelled check or a letter from the landlord's representative confirming payment, a copy of the current rental agreement along with a copy of a current utility or telephone bill for address verification. Payments for the exact amount of the rent payment may not exceed \$2,500, and the applicant must pay any difference between the \$2,500 and any greater amount of rent due. The grant is limited to one month's assistance to eligible applicants in a given year subject to available funds.
7. The child must be treated at a program-participating health care provider as determined by Towne Mortgage Company.
8. All rental assistance applications will be reviewed on a case- by-case basis regardless of race, color, religion, national origin, sex, age, pregnancy, genetic information, military and veteran status, marital status, personal appearance, gender identity or expression, sexual orientation, and political affiliation. All application information is subject to verification. Any application found to have false information will not be considered.



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9. Applicants receiving any form of regular governmental assistance should inquire with any governmental agency providing assistance to make sure that receipt of a grant will not adversely affect their assistance.
10. Towne Mortgage Company reserves the right to deviate from these guidelines without notice at its sole discretion.



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